

**Caryl Management Advisory Committee**  
**Meeting of November 18, 2015 – 7:30 a.m.**  
**MINUTES - approved**

**Present:** Committee members Jim Dawley, Alexia Pearsall, Ruth Townsend, Kathy Weld, Mark Ghiloni, Karl Warnick, David Ramsay; architect Don Mills; also Maureen Dilg, Matt Schmid, and Jack Walsh.

**Approval of minutes:** The minutes of September 30, 2015 were approved as presented.

**Restroom renovation project:** Architect Don Mills presented his preliminary design drawings, which included a revised alternate for the men's restroom on the first floor. He noted that the CCC complies with building code regarding handicap accessibility; however, the expected cost of the next much-needed project planned for FY18 at the CCC will trigger a requirement for full compliance with current building code throughout the building. This, in turn, will necessitate major changes to the back entrance – the most frequently used – to meet these requirements by providing full handicap access to the landing, the first and second floors, and the gym. In order to enable us to meet the building code requirements for full accessibility without having to undo any parts of the bathroom project three years from now, Don recommended placing the men's restroom (currently near the back entrance) next to the women's restroom (in what is currently COA storage); the space gained thereby would house COA storage, custodial storage, and space for a new elevator.

This reconfiguration has several additional advantages: it collects all the plumbing in the same area, which could possibly result in a reduction of both disruption and cost of construction; it provides easier, more logical restroom access for CCC users; and it provides the COA with double the amount of storage space it has now.

Matt Schmid asked the Committee to consider making changes to the three ancillary COA rooms adjacent to the current men's restroom. In response, it was noted that this request *could* be considered, but that such changes at this point in the process of this project would be possible only if there were no extra cost involved and no change in the already tight timetable, both highly unlikely.

**Project schedule:** Once the Selectmen approve the preliminary design drawings, the project will proceed to the final design phase and creation of detailed bid specifications. It will go out to bid late winter, with a contractor to be chosen and in place by mid-April. Construction is expected to begin at the end of the school year in late June and continue through November, with the heaviest, most disruptive phase to be completed by September.

**VOTE:** The Committee voted unanimously to recommend approval of the revised preliminary design with its alternate configuration (shown in A-4.1), provided that the new plans do not affect the project cost or alter the bid and construction timetable.

**Next meeting:** Wednesday, December 9, 2015 at 7:30 a.m.

Respectfully submitted,  
Kathy Weld